

City of Calexico, California

Variance Submittal Requirements:

I. Standard Filing Requirements:

A. Specific Information:

The following specific information and material shall accompany a Uniform Application at time of submittal. Applications will not be considered complete unless all requirements have been met.

1. Four (4) copies of a detailed site plan, drawn to scale on an 8.5" x 11" format, or larger if needed, indications of the subject property, surrounding land uses, the proposed variance, property lines, existing structures, dimensions and centerline of right of way(s).
2. Four (4) copies of the Environmental Information Form (Completed and signed by applicant).
3. Payment of Application Fee or Deposit (the unused portion of the deposit will be returned upon final action, if any remains).
4. A Preliminary Title Report shall be filed with the City.

II. General Requirements:

Following is a description of the plans and information that may be needed to process a project and the amount of detail such a plan should contain.

A. Detailed Site Plan shall include the following:

- Name and address of:
Applicant
Engineer and/or Architect
- Property lines and lot dimensions
- Assessor parcel Number(s)
- Dimensional locations of:
Access, both pedestrian and vehicular, showing service areas and points of ingress and egress.
Off-street parking and loading areas showing location, numbers and typical dimensions of spaces, and wheel stops placement.
Internal circulation pattern.
- Distances between buildings and/or structures.
- Building setbacks (front, rear, side).
- Location, height and materials of walls and fences (sections if required).
- All driveways to scale on adjacent and across the street properties within 100 feet of the subject site.
- Existing curbs, gutters, sidewalks and existing paving widths within 100 feet on adjacent and across the street properties.
- Typical street section.
- Nearest cross streets on both sides with plus or minus distances from subject site.
- Location of all buildings within 100 feet on adjacent properties.
- Existing drainage courses or storm drains.
- The expected uses of the site
- A vicinity map showing closest major across streets, zoning and existing land use.
- Existing and nearest fire hydrants.
- Distances from all sides of proposed building(s) to any building off site within 150'

Variances

Purposes and Authorization

- A. Variances from the terms of the Zoning Ordinances shall be granted only when, because of special circumstances applicable to the property, including size, shape, topography, location, or surroundings, the strict application of the Zoning Ordinance deprives such property of privileges enjoyed by other property in the vicinity and under identical zoning classification. Any Variance granted shall be subject to such conditions as will assure that the deviation with the limitations upon other properties in the vicinity and zone in which such property is situated.
- B. The power to grant Variances does not extend to use regulations. Flexibility in the zoning regulations is provided in the Conditional uses provisions of the Zoning Ordinance.
- C. The Planning Commission may grant Variances to the zoning regulations prescribed by the Zoning Ordinances in accord with the procedure prescribed below, with respect to fences, walls, hedges, screening, or landscaping; width, and depth, front, rear, and side yards, coverage, height of structures, distances between structures, usable open space, signs, off-street parking facilities, or frontage on a public street.

Necessary Findings

The Planning Commission may grant Variance to a regulation prescribed by the Zoning Ordinance with respect to fences, walls, hedges, screening, or landscaping; width, and depth, front, rear, and side yards, coverage, height of structures, usable open space, or frontage on a public street. As the Variance was applied for or in modified form if, on the basis of the application and the evidence submitted, the Planning Commission makes findings of fact that establish that the circumstances prescribed in paragraphs A, B, C, D, and E below do apply.

- A. That there are special circumstances applicable to the property, (size, shape, topography, location, or surroundings) or the intended uses of the property, and because of this, the strict application of the Zoning Ordinance deprives the property of privileges enjoyed by other properties in the vicinity under identical zoning classification; and
- B. The granting the Variance or its modification is necessary for the preservation and enjoyment of a substantial property right proscribed by other property in the same vicinity and zone denied to the property for which the Variance is sought; and
- C. The granting of this Variance does not constitute a special privilege inconsistent with the limitations upon other properties in the vicinity and zone in which such property is situated; and
- D. The granting of the Variance does not allow a use or activity which is not otherwise expressly authorized by the zoning development regulation governing the parcel of property; and
- E. The granting the Variance or its modification will not be incompatible with the City of Calexico General Plan.

THE DECISION OF THE PLANNING COMMISSION ON VARIANCES IS FINAL UNLESS APPEALED IN WRITING TO THE CITY COUNCIL WITHIN TEN (10) CALENDAR DAYS.

State all relevant facts which will satisfy the above listed findings (A,B,C,D, and E) for the granting of a Variance.

A. _____

B.

C.

D.

E.
